

April 20, 2010

Regular meeting of the Village Board was called to order at 6:30 p.m. by President Rogers. Roll Call: Grace, Livingstone, present; Fischer, absent; Roehrick, Zabel, Beiser, and Rogers; present.

Pledge of Allegiance was said in unison.

Approval of March 2010 Minutes

MOTION by Grace, seconded by Beiser, to approve the March 2010 minutes as presented. Carried by voice vote.

Village and Utility Bills

Trustees questioned some of the bills.

MOTION by Roehrick, seconded by Beiser, to approve the bills as presented and order paid. Roll Call: Grace, Livingstone, Roehrick, Zabel, Beiser, and Rogers; ayes.

Financial Report

MARCH 2010 FINANCIAL REPORT

April 15, 2010

Premier Checking

| | |
|--|-----------------|
| Balance Forward | \$ 1,377,367.47 |
| Building Permits/Variance/Fence/Rezoning Applic. | \$696.90 |
| Operator License | \$60.00 |
| Alcohol License/Cigarette Licenses | \$0.00 |
| Dog Licenses | \$920.50 |
| Cemetery Fees | \$0.00 |
| Court Fines/Parking Fees | \$4,597.00 |
| Clerk Fees/Property Statements | \$256.09 |
| Park Rental Fees | \$1,266.00 |
| Interest -Premier/CentTel/WCDA/ | \$383.10 |
| Lease payments - Advantage/Cell towers | \$2,242.25 |
| SD#3 Payment - CWF/Fees | \$7,563.00 |
| CDBG/IDB Receipts | \$11,941.54 |
| Library fines/refund/Winnefox | \$32,114.44 |
| Investment - Bankers Bank | \$60,310.27 |
| Cobra Payments - Gehrke/Stimulus | \$3,522.54 |
| Boat Trailer Parking | \$1,311.00 |
| Compost Site Stickers | \$230.00 |
| Restricted Donations | \$1,225.00 |
| Scrap metal | \$907.50 |
| IDB Per Capita | \$4,215.00 |
| | |
| MARCH RECEIPTS | \$133,762.13 |
| + Water and Sewer Receipts | \$4,619.84 |

Sub-Total **\$1,515,749.44**

Less MARCH Disbursements:

MARCH Payroll Expense \$58,586.00
MARCH 15th Bills \$15,481.19
MARCH Federal/State withholding \$31,038.40
MARCH Board Bills approved \$93,890.40
MARCH 28th Bills \$14,161.86
Retirement - February \$8,186.19
EMC Insurance \$0.00
Health Insurance \$22,959.50
Postage \$400.00
Maintenance fees/ debit memos/credit crd \$503.44
WIRE TRANSFERS - Associated Bank \$179,329.47
TOTAL MARCH DISBURSEMENTS **\$424,536.45**

SUB-TOTAL \$1,091,212.99
OUTSTANDING CHECKS \$78,013.86
ENDING BALANCE **\$1,013,199.13**

PREMIER CHECKING \$632,485.22
CDBG ACCOUNT \$380,713.91
ENDING BALANCE **\$1,013,199.13**

STATE INVESTMENT POOL

General Fund \$232,495.38
Cemetery Fund \$17,020.16
Sewer Equipment Replacement Fund \$372.99
1999 1.9 Million Bond Proceeds \$697.63
2001 Bond Proceeds \$50.56
2005 Bond Proceeds \$60,056.31
Library Donations \$12,105.40
2009 Bond Proceeds \$399,672.04
BALANCE \$722,470.47

March 2010 Interest Rate 0.21%
February 2010 Interest Rate 0.18%

Associated Bank CD Balance as of 12/31/09 \$373,004.02

MARCH 2010 BUILDING PERMITS

| | | | | |
|----|-----------------|----------------|--------------|--------------|
| 9 | Morris Eiden | 213 N 6th Ave | HVAC | \$6,500.00 |
| 10 | Rick Mills | 110 N 2nd St | Roof | \$1,500.00 |
| 11 | Doug Falk | 102 N 5th St | Garage | \$20,000.00 |
| 12 | HRS Development | 1136 Mistletoe | NSF Home | \$100,000.00 |
| 13 | Jason O'Connell | 220 N 8th Ave | Roof | \$2,400.00 |
| 14 | Dorothy Kreuzer | 707 Riverview | Roof | \$2,200.00 |
| 15 | Michael Sommers | 223 N 7th Ave | Bath Remodel | \$3,500.00 |

| | |
|---------------------------------------|--------------|
| TOTAL VALUE OF MARCH BUILDING PERMITS | \$136,100.00 |
| TOTAL VALUE OF YTD BUILDING PERMITS | \$222,600.00 |

IDB LOANS

| | | |
|---------------------------|------------------------------|----------|
| Winneconne Sports Complex | Final Payment made 4/01/2010 | |
| Shallbetter LLC | \$4,581.85 | 3/1/2010 |

| | |
|--------------------|------------|
| CDBG Admin Account | \$7,708.49 |
|--------------------|------------|

CDBG Revolving Loan Fund

| | | |
|-------------------------------|---------------------|-----------|
| Balance Forward 11/30/09 | \$377,127.12 | |
| Switchgear Power Systems | \$961.32 | 3/1/2010 |
| Midwest Specialist | \$530.33 | 2/26/2010 |
| Multi Conveyor LLC | \$436.04 | 3/15/2010 |
| Multi Conveyor LLC | \$713.76 | 3/15/2010 |
| Critter's | \$748.32 | 3/1/2010 |
| Interest - March 2010 | \$197.02 | |
| TOTAL as of March 2010 | \$380,713.91 | |

Livingstone questioned the scrap metal? Did not get rid of the light poles.
 MOTION by Roehrick, seconded by Livingstone, to approve the Financial Report as presented. Roll Call: Grace, Livingstone, Roehrick, Zabel, Beiser, and Rogers; ayes.

Adopt Agenda

MOTION by Livingstone, seconded by Grace, to adopt the agenda. Carried by voice vote.

Administrator's Report

- Equalized tax rate.
- Ethics Workshop before next month's meeting at 6:00 p.m. Will show video.
- Customer Service Training – setting up with FVTC.
- AFSCME Union Contract – signed and delivered.
- NIMS Training – need for federal funding. Takes about three hours online.

Public Works

- Refer to minutes.
- Substantial completion on lift stations.
- Still working on one easement.
- Working on 4th and Jefferson and N 4th.
- Draft sewer rate proposals – adopt in May.

Finance – Did not meet.

Library

- Refer to minutes.

Park

- Jenny has everything running smooth. Porta potties by park by channel.

Police & Fire

- Refer to minutes.
- Introduced two new part-timers.

Fire (Sherry)

- Certifications done for EMS.
- Radios are still on track.
- Doing a feasibility study for one dispatch center for three counties – Outagamie, Calumet and Winnebago.

WCDA

- Refer to minutes.
- Building the WAY hosted a dodgeball tournament. Proceeds to go to Christmas Crusade.
- Advertising movie – June 4th.

Cemetery

- No meeting.

Historic Preservation

- Held dedication of plaque to St. Paul's. Won't be put up until pin tucking is done at church.

Beautification

- May 1st 4 – 6 p.m. New Artist – photographer.
Reception sponsored by Beautification Committee.
- Planter for the summer if anyone is interested.

Plan Commission

- Approved Conditional Use Application of Jeff Wicinsky to move car wash behind Family Dollar. Moving current building from Kwik Trip but installing new equipment. Within 60 to 90 days.

Industrial Development

- Did not meet.

Board Organization**Adjourn 2009 – 2010 Board Sine Die**

MOTION by Grace, seconded by Livingstone, to adjourn the 2009 – 2010 Village Board sine die. Roll Call: Grace, Livingstone, Roehrick, Zabel, Beiser, and Rogers; ayes.

Convene 2010 – 2011 Board

MOTION by Beiser, seconded by Roehrick, to convene the 2010-2011 Village Board.
Roll Call: Grace, Livingstone, Roehrick, Zabel, Beiser, Boucher, and Rogers; ayes.

Adopt Robert's Rules of Order

MOTION by Grace, seconded by Livingstone, to adopt the current edition of Robert's Rules of Order. Carried by voice vote.

Appoint President Pro Tem

MOTION by Livingstone, seconded by Boucher, to appoint Kathy Grace as President Pro Tem. Roll Call: Grace, abstain; Livingstone, Roehrick, Zabel, Beiser, Boucher, and Rogers; ayes.

Official Newspaper

MOTION by Grace, seconded by Livingstone, to appoint The Winneconne News as the official newspaper of the Village of Winneconne. Roll Call: Grace, Livingstone, Roehrick, Zabel, Beiser, and Boucher; ayes; Rogers, abstain.

Official Depositories

MOTION by Grace, seconded by Beiser, to appoint the State Investment Pool, Citizens Bank – Winneconne, Associated Bank, and Banker's Bank as the official depositories of the Village of Winneconne. Roll Call: Grace, Livingstone, Roehrick, Zabel, Beiser, Boucher, and Rogers; ayes.

Appoint Head of Emergency Government Services

MOTION by Zabel, seconded by Roehrick, to appoint Paul Olson as the Head of Emergency Government Services for the Village of Winneconne. Roll Call: Grace, Livingstone, Roehrick, Zabel, Beiser, Boucher, and Rogers; ayes.

Village Attorney

MOTION by Roehrick, seconded by Livingstone, to appoint the Reff Law Firm as village attorney(s) for the Village of Winneconne. Roll Call: Grace, Livingstone, Roehrick, Zabel, Beiser, Boucher, and Rogers; ayes.

Weed Commissioner

MOTION by Livingstone, seconded by Beiser, to appoint Chris Hardy as the Weed Commissioner of the Village of Winneconne. Roll Call: Grace, Livingstone, Roehrick, Zabel, Beiser, Boucher, and Rogers; ayes.

Committee Members

Personnel and Finance: Chair Grace, Livingstone and Roehrick.

Public Works: Chair Roehrick, Beiser and Boucher.

Police & Fire: Chair Livingstone, Grace and Zabel.

Beautification: Chair Grace, Vicki Markel, Jean Wouters, Helen Thomson, Sheila Albright and Barbara Biggar.

- Plan Commission:** Chair Rogers, Zabel, Barb Breister, James Malek, Todd Schober, Peggy Larson, and Kim Utschig.
- Board of Appeals:** T.J. Utschig, Gary Stanek, Terry Kasuboski, Tom Holdorf, Doug Peters, with Todd Schober as alternate.
- Historic Preservation:** Chair Grace, Livingstone, Marjorie Eid, Helen Thomson, Mike Wicinsky, and Arline Hoenecke.
- Industrial Development:** Chair Rogers, Roehrick, Edward Fischer, Dennis Biggar, Gregg Witte, Kelly Angell, and Berry Wentzel.
- Cemetery Board:** Chair Roehrick, Beiser, Boucher, Jack Rosenkranz, and James Krueger.
- Park Board:** Chair Beiser, Roehrick, Boucher, Lani Stanek and David Reetz.
- Library Board:** Chair Beiser, Jody Running, Jeff Jensen, Harvey Rengstorf, Mary Brefeld, Kathy Sasse and Sue Davies.
- WCDA:** Chair Rogers, Beiser, John Bartow, Mary Jo Winkenwerder, Terri Kasuboski, T.J. Utschig, and Tim Gillick.
- Winneconne Poygan Fire District:** Livingstone and Zabel.
- Youth Advisory Board:** Jared Paulsen; Emily Paulson, Carolyn Paananen, Megan Paulson and Lauren Cottrell.

MOTION by Roehrick, seconded by Beiser, to confirm the committee appointments as presented. Roll Call: Grace, Livingstone, Roehrick, Zabel, Beiser, Boucher, and Rogers; ayes.

Public Participation

Representative from Employers Support of Guard and Reserve - LeRoy Frahm. Recognizing outstanding employers. Chief Peter Running nominated the Village as an outstanding employer - Patriot Award.

Also – employers, as well as guard and reservists, become strategic part of national defense. Presented Statement of Support for the Village of Winneconne. Mr. Frahm stated that we should be very proud of Chief Running - a lot of pride for someone to achieve that rank.

Communications

- None

Street Closure Request from Chamber – S 1st Street between Alley and Adams Street

Originally proposed for May 13 – 16th. Asking for May 19 – 23rd.

MOTION by Livingstone, seconded by Roehrick, to approve the Chamber's street closure request from South 1st Street between the alley and Adams Street for May 19 – May 23rd. Roll Call: Grace, Livingstone, Roehrick, Zabel, Beiser, Boucher, and Rogers; ayes.

Award Mowing Contract

- Chris Hardy – advertised for bids. Park Board recommendation to award lawn care to Bohm for \$12,000.00. Received three bids.
- Mr. Dan Markert . of Commercial Services– attended park board meeting late. Apologized for comments made at park board meeting. Lives in village And would be very accessible to parks. Bid was \$1000 lower than Bohm’s.
- Village Board reviewed/discussed the bids for lawn care at the parks.
- Park Director had very strong opinions about the quality of lawn care.

MOTION by Beiser, seconded by Grace, to award the mowing contract to Commercial Services with a base bid of \$11,000.00. Roll Call: Grace, Livingstone, Roehrick, Zabel, Beiser, Boucher, and Rogers; ayes.

Award Lake Winneconne Park Asphalt Contract.

- \$20,000 allocated.
- Recommended Winnebago County Highway Department. Allowed by Statutes. Bill at time and material plus 1% administrative fee.
- Zabel – bid of \$12,000.00. Put project at risk . ..let private sector deal with it.
- Issue with a government entity using tax payer monies.

MOTION by Roehrick, seconded by Grace, to award the Lake Winneconne Park Asphalt Contract to Winnebago County as low bidder not to exceed the amount of \$12,000.00. Roll Call: Grace, Livingstone, Roehrick, ayes; Zabel no; Beiser, no; Boucher, aye and Rogers; aye.

Approve Boy Scout Proposal for Time Capsule at Marble Park

- Have contacted Historical Society. Will work with them.
- Flat marker.
- Consensus of park board . . . but was not an agenda item.
- Livingstone – who is going to maintain the marker?

MOTION by Beiser, seconded by Grace, to approve the Boy Scout Time Capsule Project subject to the approval of plans and specifications for the time capsule by the Park Board. Roll Call: Grace, Livingstone, Roehrick, Zabel, Beiser, Boucher, and Rogers; ayes.

Establish Contract Authority for Public Works Director and Village President to Approve

- Minor change Orders Related to Tree Streets Construction to Not Exceed \$40,000.00.
- Livingstone – both parties must approve. Yes.

MOTION by Zabel, seconded by Livingstone, to establish contract authority for Public Works Director and Village President to approve minor change orders related to Tree Streets Construction not to exceed a total value of \$40,000.00.

Roll Call: Grace, no; Livingstone, Roehrick, Zabel, Beiser, Boucher; and Rogers; ayes.

Discuss Tree Removal in Right-of-Way and Driveway Installation Policy versus Practice Related to Tree Streets Construction Project.

- Reviewed by DPW Chris Hardy – how practice does not agree with policy.

Example . .

Tree in right-of-way. Practice has been we remove the tree in right of way at Village cost. Policy states the owner should be billed for these services.

- Recommend either change policy to meet practice or change practice to meet policy. Only removed trees due to problems.
- Village Board discussed the issue.

MOTION by Zabel, seconded by Grace, that if property owner wants trees down then they should pay for them. Roll Call: Grace, Livingstone, Roehrick, Zabel, Beiser, Boucher, and Rogers; ayes.

- Driveways – similar issue. Ordinance 24 foot curb cut.
- Reviewed in 2004 or 2005. Gives DPW authority to make determination.

Set Board of Review Date – May 11 2010

MOTION by Zabel seconded by Beiser, to set the Board of Review Date for May 11, 2010 at 9:00 a.m. – 11:00 a.m. Roll Call: Grace, Livingstone, Roehrick, Zabel, Beiser, Boucher, and Rogers; ayes.

Operator License Applications

MOTION by Grace, seconded by Roehrick, to grant an operator license to Harold Pupp. Roll Call: Grace, Livingstone, Roehrick, Zabel, Beiser Boucher, and Rogers; ayes.

MOTION by Beiser, seconded by Roehrick, to adjourn to May 11th at 9:00 a.m. Carried by voice vote.

8:09 p.m.